

C O N F I D E N T I A L

PROCUREMENT MANAGEMENT STAFF, OL
WEEKLY REPORT
Week Ending 1 November 1988

1. Status of Tasks Assigned by Senior Management:

25X1
25X1
see FMG
a. On 28 October 1988, Chief, Procurement Management Staff (OL/PMS) met with Tate and Facilities Management Group (OL/FMG) personnel to review the basis of award to Tate, and the AFC protest allegations against it. Attending the meeting were: [] FMG; [] FMG; [] FMG; [] PMS; Tom Kidd, Tate; Roger Picker, Tate. The meeting focused on whether in fact Tate had at the time of award proposed a perforated flooring panel which met the 3.0 load factor. After reviewing Tate's proposal and discussion concerning the perforated panel, it was acknowledged that Tate's perforated panel did not meet the load requirement as proposed. Tate representatives acknowledged that their perforated panel was submitted with a 2.0 load factor. Tate officials were informed that we would be reviewing the situation as to the appropriate course of action including an alternative to terminate the Tate award. They did not dispute the reasoning which would support this action.

25X1
b. On 28 October, a Senior Contracting Officer (SCO) meeting was held []. An agenda is attached. Feedback received after the meeting from its participants was highly favorable.

*yes
use background
25X1, last week*
c. On 1 November, Chief, PMS was in ~~contract~~ with GAO relative to the request of Centel for reconsideration. GAO advised that it will handle the request without requiring the Agency to submit a report. This is considered a favorable signal to the Agency.

25X1
e. On 1 November, Chief, PMS addressed Agency security officers to discuss the new novation procedures for Agency contracts. These procedures were recently discussed with the Procurement Policy Panel (PPP) and at the Senior Contracting Officer (SCO) meeting. These procedures provide for PMS to act as the focal point for novations.

SUBJECT: OL/PMS Weekly Report for the Period Ending 1 November 1988

2. Major Events That have Occurred During the Preceding Week:

25X1 a. At the request of Chief, Agency Contracts Group, Edith [redacted] met with him on 25 October 1988. The primary focus of the meeting was on the Contract Officer Intern Program.

25X1 b. On 27 October 1988, [redacted] represented the Office of Logistics at a meeting of the Industrial Review Panel. Six cases were presented for discussion and disposition.

25X1 c. [redacted] were presented a Certificate of Completion for the Contract Officer Intern Program (COIP) at the Senior Contracting Officers meeting on 28 October 1988. [redacted] was also awarded a Contract Officer Certificate of Appointment. [redacted] was unable to attend the meeting, but she will also receive both certificates.

25X1 d. [redacted] (OL/PMS) and [redacted] Supply Group (OL/SG) briefed selected OSO personnel on the use of LOTUS 1.2.3 spreadsheets for development of RFPs, evolution of proposals, and negotiation of contracts. [redacted] OSO front office, also was present and supportive. The briefing was based on the supplement to the Negotiation Guide recently issued by OL/PMS. OSO personnel were very interested and are expected to apply this approach in a \$100 million project now getting started.

e. All computer equipment and materials have been received for the Core Team, Agency Contracts Group, OL, automation prototype; site preparations are continuing, and installation of cables and hardware will began 31 October.

25X1 f. [redacted] (OL/PMS) briefed the Senior Contracting Officers meeting on 28 October on the Core Team automation prototype project. They were advised of the purpose, progress, and expected results of the effort, and its eventual impact on them and their teams.

g. All personal computer (PC) hardware, most all software and all the cables needed to install the Core Team Local Area Network (LAN) prototype have been received by PMS personnel working this project.

3. Upcoming Events:

a. The Agency Contract Review Board will meet on Tuesday, 8 November in room 3D42 at 1300 hours.

C O N F I D E N T I A L

SUBJECT: OL/PMS Weekly Report for the Period Ending 1 November 1988

4. Management Activities and Concerns:

25X1 a. [] has been meeting for the past two and half weeks with the other members of the GS-12 Supply Promotion Panel. The panel will present its promotion recommendations to the Logistics Career Board (LCB) on 2 November 1988.

25X1 b. [] is attending the Cost & Price Analysis course presented by Management Concepts, Inc. (MCI) this week.

25X1 c. [] met with
25X1 [] from OIT and [] from ADP Staff, OL, on 25 October to discuss the conversion of CONIF reports which currently use the RAMIS report writing application to the NOMAD report writing application. RAMIS software is being phased out in the Agency, and NOMAD will provide a similar report writing capability. Since limited instruction in the NOMAD application is available, ADP Staff has offered to perform much of the conversion effort for CONIF. In addition, they will provide small instructional sessions for CONIF so that future report generation can be accomplished within the branch.

25X1 d. Since the beginning of the fiscal year, []
25X1 [] OL/PMS has forwarded 78 training requests for DD/OL or EO/OL approval. The total amount for the procurement training requests that have been released is \$22,157.00.

e. The Agency received three slots from the Naval Material Command in the 14-18 November 1988 running of Defense Fundamentals of Incentive Contracting class. Three Contract Officer Interns will be attending the course.

25X1 f. A memorandum was released by OL/PMS listing the total value of Agency-owned property in the possession of contractors during FY-88 []

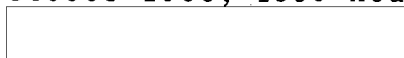
C O N F I D E N T I A L

SENIOR CONTRACTING OFFICER MEETING

Agenda

28 October 1988, 1330 hours

STAT



<u>Time</u>	<u>Topic</u>
1330	Procurement Executive
	--General Remarks
	--End-of-Year Wrap-up for FY 1988
	--Settlements
1400	Procurement Management Staff, OL
	--Novation Process -- Discussion
1430	--Lexis-Nexis -- Discussion
1445	--Core Team Automation
1515	Group Chief Items
	--Chief, Agency Contracts Group
	--Chief, National Contracts Group
	--Chief, Science and Technology Contracts Group
1530	Presentation of Contract Officer Intern Completion Certificates